

STATE OF NEW HAMPSHIRE
BUREAU OF PURCHASE AND PROPERTY
STATE HOUSE ANNEX
25 CAPITOL STREET
CONCORD, NEW HAMPSHIRE 03301-6398

ADDENDUM #2 TO BID INVITATION # 1862-16

DATE OF BID OPENING: March 31, 2016

TIME OF BID CLOSING: 1:30 PM (EST)

FOR: Auction Services, for Online Sales of State Surplus Property – Contract

Questions and Answers:

- Q.** On page 5 it states "In Preparation of your bid response, you shall.....Complete all other required information on your offer" Where is the required information listed? Is it on page 6 2nd paragraph under Mandatory Requirements?
- A.** Provide a license.
- Q.** Vendor stated "It seems a bit confusing as it states " mark either yes or no to eachin Section III. We do not seem to see a Section III, is this a separate form you want used"?
- A.** See Addendum #1.
- Q.** Is there a format you want followed under Mandatory requirements in supplying supportive material?
- A.** No.
- Q.** On page 6 under Introduction this paragraph seems to refer to live auction historical information. Is this RFB for live auctions as well? If not what is the historical information for past Online Auctions, gross yearly sales, average number of sales per year and number of lots in each sale, where are the lots located etc.?
- A.** Please see addendum 1 for this information. Only the approximate annual online auction sales are available at this time.
- Q.** What are the advertising and promotion requirements?
- A.** Please read Scope of Services, Page 7 Section 2-e
- Q.** Who will be photographing and writing descriptions of each item and uploading them to the website? Is that something the State will be doing or is that the responsibility of the auction company?
- A.** This will be the State's responsibility. Please see Page 8 Paragraph 4.a.

- Q.** Where will all items be located before they are to be sold?
- A.** The State will maintain possessions of the items, unless otherwise specified. Most items will be maintained at the State's Surplus Property location at 144 Clinton St, Concord, NH 03301.
- Q.** Is the auction company responsible for being present when purchases are picked up?
- A.** No.
- Q.** We would like to view a copy of previously awarded contracts for these services. Shall we come to your office for a copy or can you provide by PDF?
- A.** You can view the previous contract at the link below. Once on the G&C webpage below please scroll down to item #13B and click on the linked item number. The only official signed copy of the contract is maintained by the Secretary of State's office.

http://sos.nh.gov/nhsos_content.aspx?id=316699

PURCHASING AGENT: Matt Johnson
TEL. NO.: 603-271-3146

NOTE: IN THE EVENT THAT YOUR BID INVITATION HAS BEEN SENT TO THIS OFFICE PRIOR TO RECEIVING THIS ADDENDUM, RETURN ADDENDUM WITHIN THE SPECIFIED TIME WITH ANY CHANGES YOU MAY WISH TO MAKE AND MARK ON THE REMITTANCE ENVELOPE BID INVITATION NUMBER AND OPENING DATE. RETURNED ADDENDA WILL SUPERSEDE PREVIOUSLY SUBMITTED BID.

BIDDER _____ ADDRESS _____

BY _____
(this document must be signed)

(please type or print name) TEL. NO. _____

Please visit: <http://das.nh.gov/purchasing>
(click on "Bid, Proposals...") for complete bid and addendums.